

**AFFIRMATIVE ACTION PROGRAM PLAN UPDATE AND REPORT OF
ACCOMPLISHMENTS FOR AGENCY WITH 1,001 OR MORE
EMPLOYEES**

**AFFIRMATIVE ACTION PROGRAM FOR
INDIVIDUALS WITH DISABILITIES**

Plan update for the period Oct. 1, 2002, through Sept. 30, 2003
Report for the period Oct. 1, 2001, through Sept. 30, 2002

Department of Veterans Affairs

AGENCY

810 Vermont Avenue NW, Washington, DC 20420

AGENCY ADDRESS

NUMBER OF EMPLOYEES COVERED BY THIS PLAN 222,784

Noemi Pizarro-Hyman

202-273-8921

NAME OF PERSON PREPARING THIS FORM

TELEPHONE NUMBER


SIGNATURE OF RESPONSIBLE OFFICIAL

4/1/03
DATE

Armando E. Rodriguez, Deputy Assistant Secretary for Diversity Management and Equal Employment Opportunity

NAME AND TITLE OF RESPONSIBLE OFFICIAL

SIGNATURE OF AGENCY HEAD

DATE

Anthony J. Principi, Secretary of Veterans Affairs

NAME AND TITLE OF AGENCY HEAD (CERTIFIES THAT THIS REPORT IS IN
COMPLIANCE WITH EEO-MD-713 "AFFIRMATIVE ACTION FOR HIRING, PLACEMENT, AND
ADVANCEMENT OF INDIVIDUALS WITH HANDICAPS")

EEOC FORM 440 (10/87)

Department of Veterans Affairs Executive Summary

The Department of Veterans Affairs (VA) is the second largest Federal agency. Its total permanent and temporary workforce as of September 30, 2002, was 222,784. Of that total, employees with disabilities represented 9.24 percent of the permanent workforce and 5.92 percent of the temporary. Employees with targeted disabilities represented 1.69 percent of the permanent workforce and 1.00 percent of the temporary workforce. According to the U.S. Department of Labor Employment Standards Administration (USDOLESA), people with disabilities conservatively represent 5.95 percent of the U.S. population. Thus, EEOC utilizes this as an agency-computation percentage in order to establish employment objectives for people with disabilities. Agencies, however, are not required to adopt the 5.95 percent figure.

The representation of VA's employees with disabilities and targeted disabilities in the General Schedule and Senior Executive Service, as compared to VA's permanent total workforce, is as follows:

Employees with Disabilities		Employees with Targeted Disabilities	
Grade	% Representation	Grade	% Representation
GS 1 - 5	13.09	GS 1 - 5	2.79
GS 6 - 10	9.49	GS 6 - 10	1.38
GS 11 - 15	9.02	GS 11 - 15	1.54
SES	8.67	SES	1.67

Based on USDOLESA recommendations, VA must increase its representation of people with targeted disabilities at all grades.

At the GS-13 through SES levels, 8.03 percent of permanent employees report disabilities. Employees with targeted disabilities in the same group represent 1.26 percent.

In the Professional occupations category, 5.63 percent of permanent employees report disabilities, and 0.80 percent report targeted disabilities. In the Administrative category, 11.32 percent of permanent staff report disabilities while 1.41 percent report targeted disabilities.

Overall, there was a decrease in VA's permanent total and targeted disabilities workforce as follows:

One-Year Net Change (Sep 30, 2001– Sep 30, 2002)

		Sep 30, 2001	Sep 30, 2002	Net Change
Total Workforce	# %	204,071 100%	203,089 100%	-982 -0.48%
Employees with Targeted Disabilities	# %	3,567 1.75%	3,442 1.69%	-125 -3.50%

Five-Year Net Change (Sep 30, 1997– Sep 30, 2002)

		Sep 30, 1997	Sep 30, 2002	Net Change
Total Workforce	# %	203,962 100%	203,089 100%	-873 -0.43%
Employees with Targeted Disabilities	# %	3,783 1.85%	3,442 1.69%	-341 -9.01%

VA's goals for FY 2003 are:

- (1) To continue recruitment initiatives in support of Executive Order 13163. Under this Executive Order, VA was tasked to hire 17,700 people with disabilities within five years (2000 – 2005). This translates into hiring 3,540 people with disabilities per year for five years. Based on these figures, the representation of people with targeted disabilities would increase to 2.00 percent from 1.69 percent. This goal was included in VA's strategic management goals;
- (2) To support Executive Order 13163 initiatives through continued education of selecting officials in using special appointing authorities, using external and internal recruitment resources, and sharing vacancy announcements with organizations and colleges and universities serving the people with disabilities community;
- (3) To continue education and increase sensitivity regarding issues dealing with disabilities and reasonable accommodation;
- (4) To continue to support the employment of people with disabilities through the Workforce Recruitment Program for College Students with Disabilities;

- (5) To continue to monitor compliance with Section 508 of the Rehabilitation Act of 1973, which requires that Federal agencies' electronic and information technology is accessible to people with disabilities;
- (6) To encourage the representation of people with disabilities in special projects, assignments, task forces, and committees; and
- (7) To explore an approach to establishing centralized funding in accordance with EEO-MD-712, section 7d(4).

No major barriers were identified during FY 2002, except for funding issues. The Veterans Health Administration, for example, is awaiting funding to install automatic doors in all buildings. The Veterans Benefits Administration reports that budget restrictions within GSA have delayed the completion of ramp alterations at one of its facilities.

NUMERICAL OBJECTIVES (GOALS) FOR EMPLOYMENT OF PERSONS WITH TARGETED DISABILITIES (TD)

Agencies are to use this format to establish numerical objectives for the period October 1 through September 30. Anticipated changes in the workforce are taken into account, as objectives are calculated on the basis of losses from the workforce as well as accessions. The planned rate of accessions (if any are anticipated) must be adequate to achieve the desired workforce profile as of September 30. Guidance is provided in Appendix B of this directive.

ANTICIPATED CHANGES IN WORKFORCE FROM OCT. 1, 2002 TO SEPT. 30, 2003

	NUMBER + OR -	PERCENT CHANGE + OR -
LOSSES (TOTAL WORKFORCE)	-21,805	-10.74
LOSSES WITH HANDICAP REPORTED	-6,400	-34.10
LOSSES TARGETED DISABILITIES (TD)	-1,050	-30.51
ACCESSIONS (TOTAL WORKFORCE)	+10,480	+5.16
ACCESSIONS WITH HANDICAP REPORTED	+9,900	+52.75
ACCESSIONS TARGETED DISABILITIES (TD)	+1,450	+42.13

	WORK FORCE ACTUAL DATA AS OF 9/30/02		ANTICIPATED CHANGES IN WORKFORCE FROM 10/1/02 TO 9/30/03		ANTICIPATED DATA AS OF 9/30/03	
	NUMBER	%	NUMBER + OR -	% CHANGE + OR -	NUMBER	%
TOTAL WORKFORCE	203,089	100	-11,325	-5.58	191,764	100
HANDICAP REPORTED	18,769	9.24	+3,500	+18.65	22,269	11.61
TARGETED DISABILITIES	3,442	1.69	+400	+18.88	3,842	2.00

*CALCULATE THIS PERCENTAGE BY DIVIDING THE NUMBER + OR- BY THE CORRESPONDING NUMBER IN THE WORKFORCE AS OF THE BEGINNING OF THE REPORTING PERIOD.

NUMERICAL OBJECTIVES FOR THE PERIOD 10/1/02 TO 9/30/03

A. TOTAL NUMBER OF ACCESSIONS OF PERSONS WITH TD	1,450
B. PERCENT ACCESSIONS OF PERSONS WITH TD	13.84%
C. TOTAL NUMBER OF PERSONS WITH TD ON BOARD AS OF SEPTEMBER 30, 2003:	3,842
E. PERCENT OF WORKFORCE WITH TD AS OF SEPTEMBER 30, 2003	2.00%

PLAN FOR SPECIAL RECRUITMENT PROGRAM

Agencies are to establish and maintain special recruitment programs for individuals with handicaps with the specific severe disabilities. The purpose is to obtain applications from qualified individuals with handicaps. A revised and improved plan for a special recruitment program is required unless:

A. the agency met its previous year's employment objectives

(If so, check here: ☐)

or

B. the number of applications received from persons with targeted disabilities was at least two times the number of accessions that would have been necessary to achieve the objectives.

(If so, check here: ☐)

IF NEITHER OF THESE CONDITIONS HAS BEEN MET, list new recruiting strategies that will be instituted so that the agency can meet its current employment objectives.

<u>New Recruitment Strategies</u>	<u>Target Dates</u>
1. Agency will continue its recruitment efforts under the mandate of Executive Order 13163.	September 30, 2005
2. Agency will continue to utilize internal and external resources to identify qualified individuals with disabilities.	September 30, 2003
3. Agency will continue to support the Workforce Recruitment Program for College Students with Disabilities.	April 30, 2003
4. Agency will continue to educate selecting officials in the utilization of special appointing authorities targeting individuals with disabilities and targeted disabilities.	September 30, 2003
5. Agency will collaborate with Disability Coordinators at local colleges and universities to obtain mailing and/or e-mail addresses where job announcements can be sent.	May 31, 2003
6. Agency will identify local colleges and universities serving students with disabilities to conduct on-campus training sessions on how to apply for Federal employment.	May 31, 2003
7. For major occupations, agency will explore posting open vacancy announcements. In addition, agency will explore designating a Selective Placement Coordinator who may collect and monitor applications from people with targeted disabilities.	June 30, 2003

FACILITY ACCESSIBILITY

A. LIST ANY UNMET OBJECTIVES FOR BARRIER REMOVAL THAT WERE ESTABLISHED IN PREVIOUS SUBMISSIONS BUT HAVE NOT BEEN ACCOMPLISHED. REMOVAL STRATEGIES ARE TO BE REVISED SO THAT THESE OBJECTIVES CAN BE ACCOMPLISHED PRIOR TO THE END OF THE FISCAL YEAR COVERED BY THIS PLAN.

OBJECTIVES	ORIGINAL TARGET DATES	REVISED TARGET DATES	REVISED REMOVAL STRATEGIES
In FY 2001, no unmet objectives for barriers removal were identified. In FY 2002, 25 projects at a cost \$6,214,894 were submitted for completion (see attachment).			

B. LIST ADDITIONAL OBJECTIVES FOR BARRIER REMOVAL DURING THE PERIOD COVERED BY THIS PLAN.

OBJECTIVES	TARGET DATES
See attached list of on-going architectural barriers removal projects in VA.	

FY 2003 NRM Operating Plan - Sorted by Architectural Barriers Category

VISN	Facility	Division	Project Number	Project Title	Project Category	Design \$
	1 Manchester VAMC		608-02-104	Correct Primary Care Entrance	ARCHITECTURAL BARRIERS	42,750
	3 Northport VAMC		632-03-101	Install Revolving Door	ARCHITECTURAL BARRIERS	20,000
	4 Lebanon VAMC		595-03-103	Handicapped Access/Wayfinding	ARCHITECTURAL BARRIERS	32,000
	5 Washington VAMC		688-03-004	ADA ASSESSMENT	ARCHITECTURAL BARRIERS	100,000
	7 Charleston VAMC		534-03-105	PLAZA RENOVATION	ARCHITECTURAL BARRIERS	0
	7 Columbia VAMC		544-03-901	Construct Bldg 5 Bathrooms	ARCHITECTURAL BARRIERS	8,000
	7 Tuscaloosa VAMC		679-01-104A	Sidewalk Repairs	ARCHITECTURAL BARRIERS	0
	8 Tampa VAH		673-03-111	Accessibility/Interior Renovation Phase-1	ARCHITECTURAL BARRIERS	55,488
	11 Detroit VAMC		553-03-107	Renovate First Floor Restrooms	ARCHITECTURAL BARRIERS	0
	12 Chicago HCS (WS)	Westside	537-03-922C	PROVIDE PANIC HARDWARE AT EXIT DOOR IN CORRIDOR B9	ARCHITECTURAL BARRIERS	0
	12 North Chicago VAMC		556-03-601	Building 11 & 46 Upgrades	ARCHITECTURAL BARRIERS	68,000
	12 Milwaukee VAMC		695-03-905C	Handicap Accessibility Improvements	ARCHITECTURAL BARRIERS	40,000
	15 Kansas City VAMC		589-02-119	RENOVATE PUBLIC TOILETS	ARCHITECTURAL BARRIERS	25,000
	16 New Orleans VAMC		629-03-126	Renovate Canteen	ARCHITECTURAL BARRIERS	0
	18 Oklahoma City VAMC		635-03-104	LOPC Dental Renovation	ARCHITECTURAL BARRIERS	0
	18 West Texas HCS		519-02-104	Correct OPC Accessibility Deficiencies	ARCHITECTURAL BARRIERS	25,300
	18 Northern Arizona HCS	Big Spring	649-02-104	Improve Site Accessibility	ARCHITECTURAL BARRIERS	10,000
	20 Portland VAMC	Prescott	648-03-122	Correct Handicap Barrier Def (P&V)	ARCHITECTURAL BARRIERS	0
	21 Palo Alto HCS	Palo Alto	640-03-110P	Renov GI Reception B100	ARCHITECTURAL BARRIERS	25,000
	21 Palo Alto HCS	Palo Alto	640-03-112P	Bus Offc Admin/Free Service Renov B6	ARCHITECTURAL BARRIERS	30,000
	21 Palo Alto HCS	Palo Alto	640-03-113P	Renovate Observation Unit B100	ARCHITECTURAL BARRIERS	25,000
	21 Palo Alto HCS	Palo Alto	640-03-114P	Renovate EMS B6	ARCHITECTURAL BARRIERS	30,000
	21 Palo Alto HCS	Palo Alto	640-03-119P	Misc Projects	ARCHITECTURAL BARRIERS	60,000
	21 Palo Alto HCS	Menlo Park	640AO-03-120M	Correct Condensate Return MPD (A/E)	ARCHITECTURAL BARRIERS	25,000
	22 Long Beach VAMC		600-03-1030	Upgrade Bath Rooms Various Bldgs.	ARCHITECTURAL BARRIERS	621,538
	ARCHITECTURAL BARRIERS Totals					

Construction \$	Contingency \$	Total Construction \$	Cost Target \$	FY 2003 Planned Obligations	Design Obligation	Construction Obligation
855,000	42,750	897,750	940,500	940,500 Jan, 2003		Aug, 2003
200,000	0	200,000	220,000	220,000 Jan, 2003		Sep, 2003
328,000	25,000	353,000	385,000	385,000 Dec, 2002		Jun, 2003
0	0	0	100,000	100,000 Dec, 2002		
100,000	10,000	110,000	110,000	110,000		Mar, 2003
15,000	0	15,000	23,000	23,000 Oct, 2002		Jan, 2003
32,122	0	32,122	32,122	32,122		Oct, 2002
369,923	0	369,923	425,411	425,411 Jan, 2003		Sep, 2003
190,000	0	190,000	190,000	190,000		Oct, 2002
2,000	0	2,000	2,000	2,000		Jul, 2003
350,000	0	350,000	350,000	350,000		Mar, 2003
681,986	0	681,986	749,986	749,986 Feb, 2003		Jul, 2003
335,000	25,125	360,125	400,125	400,125 Oct, 2002		Jan, 2003
250,000	20,000	270,000	295,000	295,000 Oct, 2002		Apr, 2003
24,000	0	24,000	24,000	24,000 Nov, 2002		Mar, 2003
70,000	0	70,000	70,000	70,000		May, 2003
210,000	14,700	224,700	250,000	224,700 Sep, 2002		May, 2003
190,000	0	190,000	200,000	200,000 Nov, 2002		Jun, 2003
50,000	0	50,000	50,000	50,000 Mar, 2003		Sep, 2003
200,000	0	200,000	225,000	225,000 Mar, 2003		Sep, 2003
224,000	0	224,000	254,000	254,000 Mar, 2003		Sep, 2003
200,000	0	200,000	225,000	225,000 Mar, 2003		Sep, 2003
250,000	0	250,000	280,000	280,000 Mar, 2003		Sep, 2003
60,000	0	60,000	120,000	60,000 Sep, 2002		Sep, 2003
250,000	18,750	268,750	293,750	293,750 Oct, 2002		Apr, 2003
5,437,031	156,325	5,593,356	6,214,894	6,129,594		

**ALTERNATIVES TO PERSONNEL OR MANAGEMENT POLICIES, PRACTICES, OR PROCEDURES, WHICH RESTRICT
HIRING, PLACEMENT, AND ADVANCEMENT OF INDIVIDUALS WITH HANDICAPS**

**A. LIST BARRIERS, WHICH WERE IDENTIFIED IN PREVIOUS SUBMISSIONS BUT FOR WHICH ALTERNATIVES HAVE NOT YET BEEN
INSTITUTED:**

<u>Barriers</u>	<u>Alternatives</u>	<u>Planned Actions</u>	<u>Current Target Dates</u>	<u>Dates Indicated Previously</u>
1. Limited utilization of Special Appointing Authorities. 2. Limited area of consideration.	None Identified. None Identified.	1. HR to develop a recruitment packet identifying special appointing authorities. 2. Meet with Administrations and VACO personnel to discuss barrier.	2 nd QTR, FY 2003 3 rd QTR, FY 2003	January 2002. January 2002.

B. LIST BARRIERS NOT PREVIOUSLY IDENTIFIED FOR WHICH ALTERNATIVES SHOULD BE INSTITUTED:

<u>BARRIER</u>	<u>ALTERNATIVE</u>	<u>PLANNED ACTIONS</u>	<u>TARGET DATES</u>
1. Job announcements' area of consideration is somewhat restricted to internal sources.		1. Explore methods to open the area of consideration to "all sources" as often as possible. Work with Administrations and the Office of Human Resources Management to identify opportunities in this area.	May 30, 2003
2. No centralized funding exists to purchase equipment for reasonable accommodation.	2. The Department of Veterans Affairs signed a partnership agreement with the Department of Defense's Computer/Electronic Accommodations Program (CAP). However, CAP only provides accommodations to employees with hearing, visual, dexterity, cognitive, and communication disabilities.	2. Explore approach to establishing centralized funding for reasonable accommodation purposes.	May 30, 2003

ENOUGH OF THE TARGET DATE INDICATED SHOULD BE PRIOR TO THE END OF THE FISCAL YEAR COVERED BY THIS PLAN SO THAT SUBSTANTIAL PROGRESS TOWARD ELIMINATION OF BARRIERS WILL HAVE BEEN BY THAT TIME. ALL BARRIERS THAT ARE LISTED IN ITEM "A" ABOVE SHOULD BE REMOVED PRIOR TO THE END OF THE FISCAL YEAR COVERED BY THIS PLAN.

NET CHANGE WORK SHEET

Permanent Workforce

Net Change from 9/30/01 to 9/30/02

		9/30/01	9/30/02	Net Change
Total Workforce	# %	204,071 100%	203,089 100%	-982 -0.48%
Employees with Targeted Disabilities	# %	3,567 1.75%	3,442 1.69%	-125 -3.50%

Net Change from 9/30/97 to 9/30/02

		9/30/97	9/30/02	Net Change
Total Workforce	# %	203,962 100%	203,089 100%	-873 -0.43%
Employees with Targeted Disabilities	# %	3,783 1.85%	3,442 1.69%	-341 -9.01%

PART 2: REPORT OF ACCOMPLISHMENTS

FOR THE PERIOD OCTOBER 1, 2001 THROUGH SEPTEMBER 30, 2002

AFFIRMATIVE ACTION PROGRAM FOR INDIVIDUALS WITH HANDICAPS

STAFFING COMMITMENTS

Provide data indicating staffing commitments as of September 30, 2002. Include selective placement coordinators, handicapped program managers, and other staff assigned to the affirmative action program for individuals with handicaps. Do not include equal employment opportunity counselors and other personnel processing complaints of discrimination on the basis of handicap.

A. HEADQUARTERS PERSONNEL WITH NATIONWIDE RESPONSIBILITY:

1. AGENCYWIDE RESPONSIBILITY (DEPARTMENTWIDE, IF APPLICABLE)

NUMBER OF PERSONS 1
TOTAL STAFF YEARS (FULL-TIME EQUIVALENTS ALLOCATED TO THE PROGRAM) 1

2. RESPONSIBILITY FOR MAJOR OPERATING COMPONENTS (IF NONE, INDICATE NOT APPLICABLE)

NUMBER OF PERSONS 9
TOTAL STAFF YEARS (FULL-TIME EQUIVALENTS ALLOCATED TO THE PROGRAM) 6

B. ALL OTHER PERSONNEL (NOT ACCOUNTED FOR ABOVE) AT HEADQUARTERS, IN COMPONENT AGENCIES, OR IN FIELD INSTALLATIONS RESPONSIBLE FOR MANAGEMENT AND COORDINATION OF THE PROGRAM:

PERCENTAGE OF TIME ALLOCATED TO THE PROGRAM	INDICATE NUMBER IN EACH GROUP
1 - 5 %	168
6 - 10 %	58
11 - 25 %	82
26 - 75 %	7
76 - 100 %	9
TOTAL	324

C. NUMBER OF AGENCY PERSONNEL OFFICES WITH APPOINTING AUTHORITY 218

SUM ACCOMPLISH-AFFIRM ACTION PGM
FOR EMPLOYMENT OF PEOPLE WITH DISABILITIES
PERMANENT (PERM) WORK FORCE

TABLE 1A

COIN PAT 163

Q-274

VA WIDE SUMMARY

TOTAL WORK FORCE (06, 13-94)	HANDICAPPED % (06, 13-94)	ANALYSIS OF WORK FORCE				TARGED DISAB AVERAGE GRADE WHITE COLLAR
		NO HANDICAP (04-05)	% OTHER (01 AND NOT AVAILABLE)	% TARGETED DISABILITIES	% WHITE GRADE	

OCT. 1, 2001	204,071	19,005	9.31	181,300	88.84	3,766	1.85	3,567	1.75	6.93	2.93
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FY 2002 GOAL

SEPT. 30, 2002	203,089	18,768	9.24	180,671	88.96	3,649	1.80	3,442	1.69	7.01	3.00
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TOTAL NUMBER OF ACCESSIONS FROM 12,121
ACCESSIONS OF HANDICAPPED (CODES 06, 13-94) 1,315
FROM OCT. 1, 2001, TO SEPT. 30, 2002

CONVERSIONS TO PERMANENT FROM 5,505
OCT. 1, 2001, TO SEPT. 30, 2002

TOTAL NUMBER OF LOSSES FROM 16,555
LOSSES OF HANDICAPPED (CODES 06, 13-94) 1,964
FROM OCT. 1, 2001, TO SEPT. 30, 2002

SPECIAL RECRUITMENT PROGRAM -- ACCESSIONS AND LOSSES -- TARGETED DISABILITIES

HANDICAP CODES TARGETED DISAB.	DEAF (16, 17)	BLIND (23, 25)	MISSING EXTREMITIES (28, 32-38)	PARTIAL PARALYSIS (64-68)	COMPLETE PARALYSIS (71-78)	CONVULSIVE DISORDERS (82)	MENTALLY RETARDED (90)	MENTAL ILLNESS (91)	DISTORTION LIMB/SPINE (92)	TOTAL
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ON-BOARD TARGETED DISABILITIES AS OF OCT. 1, 2001	377	457	232	371	180	551	389	942	68	3,567
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APPLICATIONS FROM
OCT. 1, 2001
SEPTEMBER 30, 2002

ACCESSIONS FROM OCT. 1, 2001 TO SEPT. 30, 2002	5	13	8	17	2	16	2	80	1	144
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LOSSES FROM VOL & INVOL. SEPARATIONS FROM OCT. 1, 2001 TO SEPT. 30, 2002	12	25	26	23	10	34	20	139	6	295
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CONVERSIONS TO PERMANENT EMPLOYMENT FROM OCT. 1, 2001 TO SEPT. 30, 2002	3	6	3	4	2	4	5	31		58
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ON-BOARD TARGETED DISABILITIES AS OF SEPT. 30, 2002	370	445	216	369	170	533	361	912	64	3,442
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ANALYSIS OF WORK FORCE: WHITE COLLAR (GS, GM, SES, AND ALL OTHER)

CATEGORY	GS-1	GS-2	GS-3	GS-4	GS-5	GS-6	GS-7	GS-8	GS-9	GS-10	GS-11	GS-12	GS/GM	GS/GM	GS/GM	OTHER	TOTAL
TOTAL	26	124	1210	8038	25669	23452	11493	4247	11440	4421	15289	11021	7771	2565	829	300	49262
WORK FORCE	01	07	68	4.54	14.49	13.24	6.49	2.40	6.46	2.50	8.63	6.22	4.39	1.45	.47	.17	27.81
NOT IDENTIFIED (01)	1	4	24	169	470	366	188	78	234	87	256	192	145	45	17	3	759
	.03	.13	.79	5.56	15.47	12.05	6.19	2.57	7.70	2.86	8.43	6.32	4.77	1.48	.56	.10	24.98
NOT AVAILABLE OR UNSPECIFIED																	
NO HANDICAP (04-05)	12	79	863	6494	22361	21040	10142	3837	10062	3795	13617	9760	6980	2333	750	271	46274
	.01	.05	.54	4.09	14.09	13.26	6.39	2.42	6.34	2.39	8.58	6.15	4.40	1.47	.47	.17	29.16
HANDICAP REPORTED (06,13-94)	13	41	323	1375	2838	2046	1163	332	1144	539	1416	1069	646	187	62	26	2229
	.08	.27	2.09	8.90	18.37	13.24	7.53	2.15	7.41	3.49	9.17	6.92	4.18	1.21	.40	.17	14.43
TOTAL TARGETED	9	25	98	378	467	315	167	53	162	62	262	176	109	23	8	5	238
DISABILITIES	.35	.98	3.83	14.78	18.26	12.32	6.53	2.07	6.34	2.42	10.25	6.88	4.26	.90	.31	.20	9.31
DEAFNESS (16,17)	1	17	82	59	29	12	7	11	1	7	12	3					
	.41	6.94	33.47	24.08	11.84	4.90	2.86	4.49	.41	2.86	4.90	1.22					
BLINDNESS (23,25)	1	12	71	57	36	10	8	16	8	57	38	22	4	1	1	1	29
	.27	3.23	19.14	15.36	9.70	2.70	2.16	4.31	2.16	15.36	10.24	5.93	1.08	.27	.27	7.82	100.00
MISSING EXTREMITIES (28,32-38)																	
PARTIAL PARALYSIS (64-68)	2	2	8	32	52	24	28	5	27	10	43	26	23	8	3	1	28
	.62	2.48	9.94	16.15	7.45	8.70	1.55	8.39	3.11	13.35	8.07	7.14	2.48	.93	.31	8.70	100.00
COMPLETE PARALYSIS (71-78)	2	2	10	18	13	17	6	13	4	24	20	11	1	1	1	1	13
	1.29	1.29	6.45	11.61	8.39	10.97	3.87	8.39	2.58	15.48	12.90	7.10	.65	.65	.65	8.39	100.00
CONVULSIVE DISORDERS (82)	3	5	48	90	71	33	9	34	17	34	19	16	1	1	1	1	54
	.69	1.15	11.03	20.69	16.32	7.59	2.07	7.82	3.91	7.82	4.37	3.68	.23	.23	.23	12.41	100.00
MENTAL RETARDATION (90)	5	12	23	36	17	7	4										
	4.63	11.11	21.30	33.33	15.74	6.48	3.70										
MENTAL ILLNESS (91)	1	3	29	81	142	99	52	12	39	11	64	33	14	3	1	1	88
	.15	.45	4.32	12.05	21.13	14.73	7.74	1.79	5.80	1.64	9.52	4.91	2.08	.45	.15	.13	10.10
DISTORTION OF LIMBS/SPINE (92)	1	2	6	8	12	3	3	2	2	7	2	3	3	1	1	9	56
	1.79	3.57	10.71	14.29	21.43	5.36	3.57	3.57	12.50	3.57	5.36	1.79	16.07	100.00			

REPORT 3A
VA WIDE SUMMARY

ACCOMPLISHMENTS IN AFFIRMATIVE ACTION PG 09/30/2002 COIN 163 TB 3A
FOR EMPLOYMENT OF PEOPLE WITH DISABILITIES
TOTAL (PERMANENT) WORK FORCE

VA-WIDE

COIN PAI 163
A-274

ANALYSIS OF WORK FORCE: WAGE GRADE

ANALYSIS OF WORK FORCE																			TOTAL		
		WD/WG		WD/WG		WD/WG		WD/WG		WD/WG		WD/WG		WD/WG		WD/WG		OTHER		TOTAL	
TOTAL		#	923	8507	2685	1297	1265	1320	554	835	1081	2594	955	6	1	1	3908	25,932			
WORK FORCE		%	3.56	32.81	10.35	5.00	4.88	5.09	2.14	3.22	4.17	10.00	3.68	.02			15.07	100.00			
NOT IDENTIFIED (01)		#	22	178	61	34	25	43	13	30	26	48	22				109	611			
		%	3.60	29.13	9.98	5.56	4.09	7.04	2.13	4.91	4.26	7.86	3.60				17.84	100.00			
NOT AVAILABLE OR UNSPECIFIED		#																			
		%																			
NO HANDICAP (04-05)		#	709	6863	2269	1122	1095	1139	477	749	958	2314	851	6	1	1	3447	22,001			
		%	3.22	31.19	10.31	5.10	4.98	5.18	2.17	3.40	4.35	10.52	3.87	.03			15.67	100.00			
HANDICAP REPORTED (06,13-94)		#	192	1466	355	141	145	138	64	56	97	232	82				352	3,320			
		%	5.78	44.16	10.69	4.25	4.37	4.16	1.93	1.69	2.92	6.99	2.47				10.60	100.00			
TOTAL TARGETED DISABILITIES		#	72	517	93	39	23	9	12	12	17	29	9				53	885			
		%	8.14	58.42	10.51	4.41	2.60	1.02	1.36	1.36	1.92	3.28	1.02				5.99	100.00			
DEAFNESS (16,17)		#	5	89	14	8	2		2	2	1	1					1	125			
		%	4.00	71.20	11.20	6.40	1.60		1.60	1.60	.80	.80					.80	100.00			
BLINDNESS (23,25)		#	5	39	8	5	3	1	2	1		4					6	74			
		%	6.76	52.70	10.81	6.76	4.05	1.35	2.70	1.35		5.41					8.11	100.00			
MISSING EXTREMI- TIES (28,32-38)		#	1	10		1				1	1	4	4				3	25			
		%	4.00	40.00		4.00				4.00	4.00	16.00	16.00				12.00	100.00			
PARTIAL PARALYSIS (64-68)		#	3	22	3	2	2		2	2	2	4	2				5	47			
		%	6.38	46.81	6.38	4.26	4.26		4.26	4.26	8.51	4.26					10.64	100.00			
COMPLETE PARALYSIS (71-78)		#	1	3	3	1		2	1	1		1					3	15			
		%	6.67	20.00	20.00	6.67		13.33	6.67	6.67		6.67					20.00	100.00			
CONVULSIVE DISORDERS (82)		#	4	59	3	7	3	1	1	1	3	3	2				11	98			
		%	4.08	60.20	3.06	7.14	3.06	1.02	1.02	1.02	3.06	3.06	2.04				11.22	100.00			
MENTAL RETARDATION (90)		#	27	166	31	9	3			1	1						15	253			
		%	10.67	65.61	12.25	3.56	1.19			.40	.40						5.93	100.00			
MENTAL ILLNESS (91)		#	26	124	30	6	10	5	4	6	7	13					9	240			
		%	10.83	51.67	12.50	2.50	4.17	2.08	1.67	2.50	2.92	5.42					3.75	100.00			
DISTORTION OF LIMBS/SPINE (92)		#	5	1					1	1	1						8	100.00			
		%	62.50	12.50					12.50	12.50											

ANALYSIS OF WORK FORCE: TYPES OF OCCUPATIONS

CATEGORY	PROF	ADMIN	TECHNICAL	CLERICAL	OTHER WC	SUPV BC	LEADER BC	NONSUPV BC	TOTAL WF
TOTAL	# 72,573	24,220	52,554	22,376	5,448	2,026	864	23,028	208,099
WORK FORCE	% 35.73	11.93	25.88	11.02	2.68	1.00	.43	11.34	100.00
NOT IDENTIFIED (01)	# 1,126	506	947	388	71	62	25	524	3,649
	% 30.86	13.87	25.95	10.63	1.95	1.70	.69	14.36	100.00
NOT AVAILABLE OR UNSPECIFIED	#								
NO HANDICAP (04-05)	# 67,364	20,973	46,937	18,495	4,915	1,790	755	19,442	180,671
	% 37.29	11.61	25.98	10.24	2.72	.99	.42	10.76	100.00
HANDICAP REPORTED (06,13-94)	# 4,083	2,741	4,670	3,493	462	174	84	3,062	18,769
	% 21.75	14.60	24.88	18.61	2.46	.93	.45	16.31	100.00
TOTAL TARGETED DISABILITIES	# 582	341	790	788	56	18	9	858	3,442
	% 16.91	9.91	22.95	22.89	1.63	.52	.26	24.93	100.00
DEAFNESS (16,17)	# 11	17	71	138	8	2	1	125	370
	% 2.97	4.59	19.19	37.30	2.16	.67	.26	33.78	100.00
BLINDNESS (23,25)	# 122	40	88	112	9	3	1	71	445
	% 27.42	8.99	19.78	25.17	2.02	.67	.26	15.96	100.00
MISSING EXTREMI- TIES (28,32-38)	# 35	42	84	30	2	2	1	22	218
	% 16.06	19.27	38.53	13.76	.92	.92	.46	10.09	100.00
PARTIAL PARALYSIS (64-68)	# 77	83	68	87	7	3	1	44	369
	% 20.87	22.49	18.43	23.58	1.90	.81	.26	11.92	100.00
COMPLETE PARALYSIS (71-78)	# 39	33	44	34	5	2	1	12	170
	% 22.94	19.41	25.88	20.00	2.94	1.18	.59	7.06	100.00
CONVULSIVE DISORDERS (82)	# 95	57	158	120	5	4	3	91	533
	% 17.82	10.69	29.64	22.51	.94	.75	.56	17.07	100.00
MENTAL RETARDATION (90)	# 2	51	55	55	1	1	1	251	361
	% .55	14.13	15.24	15.24	.28	.28	.28	69.53	100.00
MENTAL ILLNESS (91)	# 184	65	211	195	17	3	3	234	912
	% 20.18	7.13	23.14	21.38	1.86	.33	.33	25.66	100.00
DISTORTION OF LIMBS/SPINE (92)	# 17	4	15	17	3	1	1	8	64
	% 26.56	6.25	23.44	26.56	4.69	.25	.25	12.50	100.00

**REPORT ON FACILITY ACCESSIBILITY
DESCRIBE YOUR AGENCY'S BARRIER REMOVAL ACTIVITY DURING THE REPORTING YEAR.**

A. SUMMARIZE YOUR AGENCY'S BARRIER REMOVAL ACTIVITY.

The need for removal of barriers from VA facilities has been prioritized by facilities most accessible to least accessible. Each facility submits changes and updates as necessary. During FY 2002, 25 projects at a cost \$6,214,894 were submitted for completion (see attachment). There is also significant barrier removal activity in the Major Construction Program.

B. IS GSA PROVIDING ASSISTANCE WITH BARRIER REMOVAL?

☐ NOT APPLICABLE ☒ YES ☐ NO; DESCRIBE

GSA works with VA's Barrier-Free Design Officer to ensure our leases for barrier-free buildings are in accordance with all local, state, and national codes.

C. DESCRIBE ANY DIFFICULTIES THAT HAVE BEEN ENCOUNTERED IN ATTEMPTING TO REMOVE BARRIERS THAT REMAIN IN AGENCY FACILITIES.

The primary difficulty in removing barriers is cost. In some cases, major structural changes, or even a new building, are required.

D. DESCRIBE ACTIONS BEING TAKEN TO OVERCOME DIFFICULTIES DESCRIBED IN ITEM "C" ABOVE.

Facilities have taken their own actions in requesting additional funding.

FY 2003 NRM Operating Plan - Sorted by Architectural Barriers Category

VISN	Facility	Division	Project Number	Project Title	Project Category	Design \$
	1 Manchester VAMC		608-02-104	Correct Primary Care Entrance	ARCHITECTURAL BARRIERS	42,750
	3 Northport VAMC		632-03-101	Install Revolving Door	ARCHITECTURAL BARRIERS	20,000
	4 Lebanon VAMC		595-03-103	Handicapped Access/Wayfinding	ARCHITECTURAL BARRIERS	32,000
	5 Washington VAMC		688-03-004	ADA ASSESSMENT	ARCHITECTURAL BARRIERS	100,000
	7 Charleston VAMC		534-03-105	PLAZA RENOVATION	ARCHITECTURAL BARRIERS	0
	7 Columbia VAMC		544-03-901	Construct Bldg 5 Bathrooms	ARCHITECTURAL BARRIERS	8,000
	7 Tuscaloosa VAMC		679-01-104A	Sidewalk Repairs	ARCHITECTURAL BARRIERS	0
	8 Tampa VAH		673-03-111	Accessibility/Interior Renovation Phase-1	ARCHITECTURAL BARRIERS	55,488
	11 Detroit VAMC		553-03-107	Renovate First Floor Restrooms	ARCHITECTURAL BARRIERS	0
	12 Chicago HCS (WS)	Westside	537-03-922C	PROVIDE PANIC HARDWARE AT EXIT DOOR IN CORRIDOR B9	ARCHITECTURAL BARRIERS	0
	12 North Chicago VAMC		556-03-601	Building 11 & 46 Upgrades	ARCHITECTURAL BARRIERS	68,000
	12 Milwaukee VAMC		695-03-905C	Handicap Accessibility Improvements	ARCHITECTURAL BARRIERS	40,000
	15 Kansas City VAMC		589-02-119	RENOVATE PUBLIC TOILETS	ARCHITECTURAL BARRIERS	25,000
	16 New Orleans VAMC		629-03-126	Renovate Canteen	ARCHITECTURAL BARRIERS	0
	16 Oklahoma City VAMC		635-03-104	LOPC Dental Renovation	ARCHITECTURAL BARRIERS	0
	18 West Texas HCS	Big Spring	519-02-104	Correct OPC Accessibility Deficiencies	ARCHITECTURAL BARRIERS	25,300
	18 Northern Arizona HCS	Prescott	649-02-104	Improve Site Accessibility	ARCHITECTURAL BARRIERS	10,000
	20 Portland VAMC		648-03-122	Correct Handicap Barrier Def (P&V)	ARCHITECTURAL BARRIERS	0
	21 Palo Alto HCS	Palo Alto	640-03-110P	Renov GI Reception B100	ARCHITECTURAL BARRIERS	25,000
	21 Palo Alto HCS	Palo Alto	640-03-112P	Bus Off Admin/Fee Service Renov B6	ARCHITECTURAL BARRIERS	30,000
	21 Palo Alto HCS	Palo Alto	640-03-113P	Renovate Observation Unit B100	ARCHITECTURAL BARRIERS	25,000
	21 Palo Alto HCS	Palo Alto	640-03-114P	Renovate EMS B6	ARCHITECTURAL BARRIERS	30,000
	21 Palo Alto HCS	Palo Alto	640-03-119P	Misc Projects	ARCHITECTURAL BARRIERS	60,000
	21 Palo Alto HCS	Menlo Park	640A0-03-120M	Correct Condensate Return MPD (A/E)	ARCHITECTURAL BARRIERS	25,000
	22 Long Beach VAMC		600-03-1030	Upgrade Bath Rooms Various Bldgs.	ARCHITECTURAL BARRIERS	621,538

ARCHITECTURAL BARRIERS Totals

Construction \$	Contingency \$	Total Construction \$	Cost Target \$	FY 2003 Planned Obligations	Design Obligation	Construction Obligation
855,000	42,750	897,750	940,500	940,500 Jan, 2003		Aug, 2003
200,000	0	200,000	220,000	220,000 Jan, 2003		Sep, 2003
328,000	25,000	353,000	385,000	385,000 Dec, 2002		Jun, 2003
0	0	0	100,000	100,000 Dec, 2002		
100,000	10,000	110,000	110,000	110,000		Mar, 2003
15,000	0	15,000	23,000	23,000 Oct, 2002		Jan, 2003
32,122	0	32,122	32,122	32,122		Oct, 2002
369,923	0	369,923	425,411	425,411 Jan, 2003		Sep, 2003
190,000	0	190,000	190,000	190,000		Oct, 2002
2,000	0	2,000	2,000	2,000		Jul, 2003
350,000	0	350,000	350,000	350,000		Mar, 2003
681,986	0	681,986	749,986	749,986 Feb, 2003		Jul, 2003
335,000	25,125	360,125	400,125	400,125 Oct, 2002		Jan, 2003
250,000	20,000	270,000	295,000	295,000 Oct, 2002		Apr, 2003
24,000	0	24,000	24,000	24,000 Nov, 2002		Mar, 2003
70,000	0	70,000	70,000	70,000		May, 2003
210,000	14,700	224,700	250,000	224,700 Sep, 2002		May, 2003
190,000	0	190,000	200,000	200,000 Nov, 2002		Jun, 2003
50,000	0	50,000	50,000	50,000 Mar, 2003		Sep, 2003
200,000	0	200,000	225,000	225,000 Mar, 2003		Sep, 2003
224,000	0	224,000	254,000	254,000 Mar, 2003		Sep, 2003
200,000	0	200,000	225,000	225,000 Mar, 2003		Sep, 2003
250,000	0	250,000	280,000	280,000 Mar, 2003		Sep, 2003
60,000	0	60,000	120,000	60,000 Sep, 2002		Sep, 2003
250,000	18,750	268,750	293,750	293,750 Oct, 2002		Apr, 2003
5,437,031	156,325	5,593,356	6,214,894	6,129,594		

**ALTERNATIVES TO PERSONNEL OR MANAGEMENT POLICIES, PRACTICES, OR PROCEDURES, WHICH RESTRICT
HIRING, PLACEMENT, AND ADVANCEMENT OF INDIVIDUALS WITH HANDICAPS**

LIST BARRIERS WHICH WERE IDENTIFIED IN PREVIOUS YEARS FOR WHICH ACTIONS WERE TAKEN DURING THE REPORTING YEAR.

BARRIERS	ALTERNATIVES	ACTIONS TAKEN	COMPLETION DATES
<p>No barriers were identified in FY 2001 for which actions were taken during the reporting year.</p> <p>The Department of Veterans Affairs will continue to work on exploring avenues to opening the area of consideration to all sources in order to expand employment opportunities for people with disabilities, and VA will continue to explore the possibility of establishing "line item" funding for reasonable accommodation.</p>			

REPORT 5A
VA WIDE SUMMARY

ACCOMPLISHMENTS IN AFFIRMATIVE ACTION PG 09/30/2002 COIN 163 TB 5A
FOR EMPLOYMENT OF PEOPLE WITH DISABILITIES
TOTAL (PERMANENT) WORK FORCE

VA-WIDE

COIN PAI 163
A-274

PROMOTION AND TRAINING OPPORTUNITIES
OCT. 1, 2001 THRU SEPT. 30, 2002

CATEGORY	ON-BOARD AS OF 9/30/2002		PROMOTIONS		CAREER DEVELOPMENT GRADES 5 - 12	
	NUMBER	PERCENT	NUMBER	PERCENT	NUMBER	PERCENT
TOTAL WORK FORCE	203,089	10.73	21,785	10.06	9,966	4.91
NOT IDENTIFIED (01)	3,649		367		145	3.97
NOT AVAILABLE OR UNSPECIFIED					283	
NO HANDICAP (04-05)	180,671		19,068	10.55	8,259	4.57
HANDICAP REPORTED (06,13-94)	18,769	✓	2,350	12.52	1,279	6.81
TOTAL TARGETED DISABILITIES	3,442		315	9.15	187	5.43

TRAINING OF SENIOR LEVEL & SES IN EXECUTIVE & MANAGEMENT DEVELOPMENT PROGRAMS
 DISTRIBUTION OF EMPLOYEES WITH DISABILITIES
 FY 2002 JOB NO. 95-024A 08:05 Friday, November 29, 2002

The FREQ Procedure

Table of TARG_MCP by TYP

TARG_MCP	TYP	Frequency	SENIOR L VL-GS	SES & GR 16-18	Total
NOM-TARGETED		11	2		13
NOT HANDICAP		111	7		118
NOT IDENTIFY		3	0		3
Total		125	9		134

OPTIONAL

AGENCY INITIATIVES AND NOTEWORTHY ACCOMPLISHMENTS

In the space below you are invited to describe unique, creative initiatives, which your agency has undertaken during this fiscal year and which have proven to be successful in improving employment opportunities for individuals with handicaps. If more space is necessary, additional pages may be appended.

Selections from these initiatives will be included in the Equal Employment Opportunity Commission's annual report to Congress and may serve as examples of exemplary initiatives, which can be replicated by other Federal agencies.

- On February 27, 2002, the Department of Veterans Affairs (VA) signed an Interagency Agreement with the Department of Defense's Computer/Electronic Accommodations Program, in support of persons with visual, hearing, dexterity, cognitive, and communications disabilities.
- VA supported the Workforce Recruitment Program (WRP) for College Students with Disabilities by recruiting five students in FY 2002. A computer specialist student from the FY 2001 WRP group was hired in FY 2002 on a part-time basis.
- The Veterans Benefits Administration established 50 new employment specialist positions as part of its efforts to promote the employment of vocationally rehabilitated veterans.
- "Lunch-and-Learn" training sessions were conducted throughout FY 2002. Topics included Disability Etiquette, Understanding Reasonable Accommodation, and Disability Laws. These will resume in FY 2003.
- Additional training on Disability Law was provided by the Office of General Counsel via satellite broadcast.